

**DPW Commission Meeting  
Wednesday, March 23, 2016  
7:00 p.m. – Police Station Community Room**

Commissioners Gardner and Reed are present as well as Director Parisi and Asst. Director Olson. Chairman Sena was not present.

**7:00 PM      Approval Items:**

Board of Commissioners Minutes Approval – postponed to next meeting  
Approval of Sale of Cemetery Lots

**7:05 PM      Open Session:**

Open for Public Discussion with the Commissioners: T. Arsenian, 95 Granite Street, commented on the Long Beach Sewer Bill from Gloucester for approximately \$50,000. Director Parisi said the bill has been sent annually and comes out of the sewer Enterprise fund; discussion on this will follow. J. Parisi said the Long Beach tenants are charged the same as all other residents for their sewer usage and that offsets the bill. T. Arsenian is questioning on the new DPW barn project, if any portion will be charged to the Enterprise funds, he said previously the Commissioners said it would not. T. Arsenian said last Wednesday at the Finance Committee meeting, two members of the Finance Committee said they would be considering how much to charge to the Enterprise Funds. Director Parisi said Article K, for the new DPW barn, is a debt exclusion and will be included in the tax rate not charged to an Enterprise fund. T. Arsenian said the Ad Hoc Water Committee, which has existed for 25 years, has new people and a new direction; he said it should be changed. He said it should be under the control of the DPW Commissioners. Commissioner Gardner said the committee reports to Town Meeting not the Commissioners.

T. Tarr, 156 Main Street, said he agrees that the DPW needs a new garage. He said he would like to see a schedule with ball park figures on how much financially to schedule each year for these things. He said these things are not planned with enough notice; they are always last minute. Commissioner Gardner said the Finance Committee has been projecting capital costs out five years for some time now; this has been planned for years; it is not last minute.

**7:20 PM      New Business:**

Pigeon Cove Fire Station 2016 CPC Application: Steve DeMarco was present with Chief Doyle to discuss the rehabilitation of the fire station. They made a presentation to the Community Preservation Committee for the station. He said they have been trying to move this project forward for some time now. He said the building is leaking and there is a significant amount of rot. They are looking for \$300,000 funding to rehab the outside of the building (roof, gutters, down spouts, remove vinyl siding, etc.); the schedule would be 2017. J. Parisi said the architect can work with the building committee so setting up a committee sooner rather than later would be helpful. Both Commissioners Gardner and Reed are in favor of the project moving forward.

T. Arsenian inquired about the Building Study that was conducted; he questioned if the study was complete. He said public funds were spent for this study and he'd like an update on the study.

Commissioner Gardner moved that the DPW Commissioners develop a letter stating that the DPW will assist with the refurbishment of the Pigeon Cove Fire station, seconded by Commissioner Reed, Vote: 2-0.

Millbrook Meadow Improvements 2016 CPC Application: Director Parisi said he has an application in place to continue the work in the lower level of the meadow. A warrant article is on the Spring Town Meeting warrant for the dredging; additional funding might be needed to complete the dredging. They are going before the Conservation Commission in early April for the dredging plan. The plans have been modified to reduce the amount of sediment removal; they can remove 5,000 square feet of cattails before more permitting would be necessary. Also, re-grading the pond for a deeper middle spot is part of the plan. The next phase is the stream relocation, turning the stream out of its straight course, retaining work to be done by the culvert. Getting the lower meadow draining properly will be requested in this application. The request at Town Meeting is for \$350,000 from the CPC for dredging. The bidding process would begin for October dredging. Walkways and benches would come later, maybe not in this phase. Commissioner Gardner said he supports this. B. Sparks said we need to talk about the fact that the \$350,000 will not be sufficient funds for dredging; the dredging will range from \$550,000 to \$600,000. Commissioner Reed said he wants the dredging done first; that is the priority; move the rest of the project out. Every year we lose more pond area for cattail growth. T. Arsenian said he is not in favor of the project. When the Commissioners voted to support the project, he said he thought the \$350,000 was a hard number. He said more funds cannot be added at Town Meeting on an Article. Commissioner Reed said we could wait another year because if the \$600,000 is essential, we can't do anything now. Director Parisi said let's see if it passes at Town Meeting, then put it out to bid and see what can be accomplished for the \$350,000. T. Arsenian said, the way the CPC works, you have to get the application in by February. The needed Millbrook Meadow funding will still be the \$1.29M less whatever is approved at Spring Town Meeting. Commissioner Gardner said the CPC has agreed to fund the \$350,000; we should not look like a divided front at Town Meeting. Private funds have been raised in the amount of \$275,000 and the town has contributed \$160,000 thus far to the project.

#### Town Meeting Warrant Articles for DPW:

Special Town Meeting: Article F is a balance transfer to DPW Highway Drainpipe, Article J is \$50,000 for I&I work, Article G is for wood chip replacement, Article I is Millbrook Meadow \$350,000, Article K is \$250,000 for Back Beach and Granite Pier; J. Parisi said they were able to complete Granite Pier repairs with \$101,000 remaining, that is being allocated to Back Beach.

Annual Town Meeting: Article I is the authorization of the amount for the revolving account for the Community House, Article J is \$100,000 for a master capital account for the sewer plant, Article K is the DPW barn, Article L is the petition article for the removal of the parking ban; petition articles are not binding. Commissioner Reed spoke about the potential by-law change in the event a solar field is planned by the Transfer Station and another article is for the stretch code. Both of these articles relate to the Green Community initiative.

Town Barn: Commissioner Gardner recommended focusing on how deficient the current facility is and the need to keep expensive vehicles and equipment inside. The safety of our staff, the needed fire suppression system (gas from vehicles), necessary proper ventilation, proper drainage and insulation should be highlighted at Town Meeting. He said we need to convey that it's time to do this now and it will save the equipment and create a safe environment for town employees. A meeting will be set up with Weston and Sampson to prepare for Town Meeting. We should have a display in the hallway at Town Meeting with floorplans and show the unacceptable condition of the existing building.

Green Community: Article M on the Special Town Meeting is the adoption of the stretch code and enhanced building code. The by-law change is for an overlay district for a solar field in the event that is planned in the future.

**8:45 PM      Ongoing Business:**

FY17 Budget Review: The DPW budget has been cut with the part time clerk, as well as a reduction in fuel, light and power for a total of \$70,000 to \$80,000. Director Parisi said it will be difficult to handle the selling of stickers at Town Hall. It was recommended that perhaps the Treasurer's office can handle depositing the funds at the bank. It was stated that 60% of sticker sales went on-line with City Hall Systems for the first year; it should be a larger percentage by now. Commissioner Reed recommended reducing the available hours each week that residents can purchase stickers at Town Hall as a way to accommodate the elimination of the part time clerk. Commissioner Gardner said he is more concerned with the reduction in the fuel, light and power expenses.

## **9:10 PM      Ongoing Capital Projects**

Pigeon Cove Storm Damage Repair Project: Director Parisi said it is coming along well, he said we have three out of the four Project Worksheets that we need. He said the outer revetment is done; the outer seawall will be next. Commissioner Reed questioned how fishermen are being notified of the shutting down of part of the harbor. T. Olson said the Harbormaster is notifying them.

Back Beach Revetment Damage Repair Project: Asst. Director Olson said they had their pre-bid meeting. There were 14 potential bidders. Bids will be out in early April; hopefully it will be done before 7/4/16. He said there is a lot of interest in the project.

### **Tickler List:**

Cell tower lease funds  
Green Communities/Energy efficiency  
Sewer use regulations  
Transfer Station Redesign  
DPW Facility  
Plowing of Private Roads  
Paving Plan  
FaceBook Discussion

Next Meeting: Wed., 3/30/16, in Conference Room A in Town Hall.

9:25 PM      Commissioner Gardner moved to adjourn; seconded by Commissioner Reed, Vote: 2-0.